

**Erie County Department of Mental Health  
Housing Improvement Team  
Meeting Summary  
December 14, 2005**

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Participants: TSI, LODP, LSBH , STEL, Cazenovia Recovery, Horizon Human Services, Spectrum Human Services, Restoration Society

Absent: Buffalo Federation of Neighborhood Centers, Aids Community Services, Housing Opportunities Made Easy, WNYVHC

Facilitators: Don Dauman, ECDMH Contract Coordinator

Co-Facilitator: Eric Weigel, Erie County Housing Coordinator

**Summary of meeting topics/discussion:**

**1. Announcements:**

- a. ECDMH Housing Webpage is up and running
- b. Reminder that multiple APRs are coming due and given the number to process Don asked that all providers please adhere to the deadlines cited in each reminder letter
- c. New local HUD CPD Representative is Margaret Rafferty. Don distributed contact information
- d. ECDMH has decided to apply for an additional 40 HUD SHP beds in 2006
- e. 2006 HUD renewal applications will be required for all Shelter Plus Care programs and Supportive Housing VI. SHP I-V will be contingent upon learning of the 2005 Supernofa Competition results and the terms awarded.

**2. Summary of HUD Site Reviews:**

- a. Disability and homelessness verification is now more clearly defined. All programs are advised to insure compliance with the standards set forth in the policy and procedure manual for CHPS and HUD
- b. Program integration of education and employment goals and opportunities was encouraging across all programs
- c. Excellent documentation of efforts by staff to engage in collaborative planning
- d. A variety of excellent quality assurance/utilization review practices were in place at all programs
- e. Reminder that lead-based paint procedure is now in effect and certification is required for leases on apartments constructed prior to 1978.
- f. Direct on-going true collaboration with Care Coordination did not consistently appear evident in the majority of case records reviewed. The collaborative requirements will be reviewed in the next few weeks with the Care Coordination programs by Eric and Carolyn Camm.
- g. Reminder to all programs that the effective FMR is the FMR in place at the time of grant application.

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- 3. Workforce Investment Board** – Eric Weigel briefly discussed on-going progress with the WIB. Training for care coordination agencies has been scheduled to assist consumers in devising work goals and accessing employment opportunities.
- 4. Performance Outcomes:** - Don briefly introduced that the workgroup discussion over the next several months will focus on performance outcomes and monitoring. Given that multiple outcome requirements are in effect, the hope is to consolidate outcomes and limit administrative burden to the outcomes that will provide the greatest benefit for consumers and the most useful data for the system.

**Next Housing Improvement Team Meeting:**

Wednesday, January 25, 2005  
1:00-2:30PM, ECDMH room 1202  
Tentative agenda:

1. HUD Supernofa and HMIS updates
2. Planning discussion regarding consolidation and performance monitoring of system wide outcomes

Feel free to email Don with any other agenda items you may want to see addressed.